

**MT Children's Trust Fund Special Meeting at the Request of HMHB Regarding Nonrenewal**

**September 9, 2015**

**Via WebEx**

**Grizzly Conference Room**

**2401 Colonial Drive, Helena, MT 59601**

**Wednesday, September 9<sup>th</sup>, 2015**

**1:00 PM**

CTF Board members present included: Jo Ann Eder, Clementine Lindley, Patty Butler, Ann Gilkey, and Leslie Caye. CTF Staff members present included: Jamey Petersen, Melissa Lavinder, and Kami Kirchberg (VISTA). Guests present in Helena included: Vicki Turner (PRC/Director's Office), Mike McMahon (HMHB President), Judy Edwards (HMHB Executive Director), Kelly Minnehan-Galt (HMHB Treasurer), Brie Oliver (HMHB Vice President), Janna Garza (HMHB Secretary), Betty Hidalgo (HMHB Advisory Board Member), and Chuck Butler (HMHB Board Member).

**ATTENDANCE LIST**

**September 9, 2015**

| NAME                | AFFILIATION      | EMAIL                       |
|---------------------|------------------|-----------------------------|
| Jamey Petersen      | CTF              | jpetersen@mt.gov            |
| Chuck Butler        | HMHB             | chuckb@mt.gov               |
| Janna Garza         | HMHB             | Janna.Garza@FIB.com         |
| Brie Oliver         | HMHB             | briecoliver@gmail.com       |
| Kelly Minnehan-Galt | HMHB             | kminnehan-galt@hotmail.com  |
| Judy Edwards        | HMHB             | jedwards@hmhb-mt.org        |
| Mike McMahon        | HMHB             | mike@mtphh.com              |
| Ann Gilkey          | CTF              | agilkey@mt.gov              |
| Patty Butler        | CTF              | pbutler@mt.gov              |
| Vicki Turner        | PRC / Dir Office | vturner@mt.gov              |
| Clementine Lindley  | CTF              | ClementineLindley@gmail.com |
| Jo Ann Eder         | CTF              | joeder@mt.gov               |
| Betty Hidalgo       | HMHB             | BettyHidalgo@mt.gov         |
| Leslie Caye         | CTF              | stayred73@gmail.com         |
| Melissa Lavinder    | CTF              | mlavinder@mt.gov            |
| Kami Kirchberg      | CTF              | kkirchberg@mt.gov           |

1. **Clarification of the review process used to evaluate the renewal applications – 12:55**
  - a. Instructions
  - b. CTF follows procurement procedure very strictly
  - c. Hardcopy of the renewal application was never received, but voted to review.  
Reviewed HMHB's proposal for several hours.

- d. The renewal application discussion portion of the minutes from the June 2<sup>nd</sup> Board Meeting is in the comments section on the scoring matrix.
  - e. HMHB Scoring Matrix
    - i. Consensus scores based on what was written.
      - 1. Jo Ann Eder, Clementine Lindley, Ann Gilkey, Kristina Davis and Leslie Caye were the board members present.
    - ii. Guide for scoring is the same for all grantees and is very similar to the RFP scoring matrix
    - iii. HMHB's renewal application was evaluated the same as those for CBCAP funding grants, but the SBS/AHT funds are from a different source.
      - 1. HMHB was the only organization who was able to submit an application for the SBS/AHT funds
- 2. Review of the score card and clarify any misperception the Board may have about the information in the renewal application and sharing of HMHB's perception of the renewal process – 26:32**
- a. Scoring Matrix Key
  - b. HMHB facilitates hospitals to provide direct preventative services.
  - c. We are a new board. Only Jo Ann has been around longer than 2 years. Last year was focused more on business as usual. Now we want to be the best we can.
  - d. Patty looked for Dose 3. How are you going to reach Dose 3 and follow Dose 3? What's next? Where's early childhood? What the board did was follow the criteria, black and white.
  - e. One of the things that was concerning was to have an agreement with DPHHS to carry out their work.
  - f. HMHB expected a discussion on where CTF was confused and needed elaboration. It wasn't fair to Judy. When it was Victoria, there was a dialogue. It was a partnership, rather than a disciplinarian.
    - i. Victoria was hired 2 weeks before the proposal was due. She asked us a lot of questions. Judy came on board many months beforehand. If Judy needed more help, she would've asked.
    - ii. CTF was consistent in the evaluation. All renewals were treated the same. It is not up to the CTF to reach out. Staff was available to answer questions about the renewal process for over a month.
  - g. More is expected from HMHB than the other grantees, who receive much less funding
    - i. CTF allows for more dialogue with HMHB. There hasn't been an official meeting that HMHB hasn't been invited to or present at except for RFP/RFR meetings.
    - ii. Staff has provided assistance and technical assistance.
- 3. Discussion of CTF's plans for funding programs in the future – 59:54**
- a. Independent effective evaluation
  - b. Strategic Planning in November

- c. It is our duty to look at PURPLE and come up with some strategies that might be more effective.
  - d. Email your feedback, positive or negative, on anything to Jamey. She will forward it on to the board.
    - i. Do not refer to an RFP. There are real clear rules in Procurement on the competitive process that need to be fairly applied to everybody.
- 4. **Discussion of PURPLE-MT and HMHB's progress and successes – 01:09:42**
  - a. Took Clementine's DonorSnap suggestion, and it is working well.
  - b. HMHB was complimented on hospital partnerships